

BYLAWS

ALASKA MUNICIPAL LEAGUE

*Adopted: November 12, 1991
Amended: August 3, 1994
Amended: November 20, 2005
Amended: August 12, 2009*

ARTICLE I

Associate and Affiliate Membership

- Section 1.** Any unincorporated community, commercial or civic club, educational or government agency, organization, or commercial firm interested in the improvement and welfare of municipal government, may be accepted by the Board as an associate of the League. Associates shall not have a vote.
- Section 2.** Any non-profit association of municipal officials, whose membership may include non-municipal officials, but whose bylaws give majority control of the governing body of the organization to municipal officials within the organization, or any Rural Education Attendance Area school district (REAA), may be accepted by the Board as an affiliate.
- Section 3.** Annual fees and dues for each associate and affiliate, respectively, shall be established by the Board of Directors. Failure to pay affiliate dues or associate fees shall be cause for termination of services. Fees shall be payable on the first day of July of each year.

ARTICLE II

Board of Directors

- Section 1.** The director districts shall include the municipalities listed in Annex I, below. In the case of formation of a new municipality, it shall be included in the district of its closest neighboring municipality.
- Section 2.** A quorum shall consist of eight (8) members of the Board of Directors. More than one-half (1/2) of the votes, excluding blanks, cast where a quorum is present, shall constitute a majority vote.
- Section 3.** Unless inconsistent with these bylaws or with the Articles of Incorporation, all questions of parliamentary procedure shall be decided according to Roberts' Rules of Order.

- Section 4.** A vacancy on the Board of Directors shall occur when the person holding the office resigns, ceases to hold an elective position in a member municipality, or otherwise becomes unable to perform his or her duties as a Board member.
- Section 5.** The Board may declare an office vacant if the person holding that office fails to attend two (2) consecutive board meetings without receiving prior approval from the President.
- Section 6.** The adoption of any amendment to these bylaws shall not operate to shorten the term of any person previously elected to the board.
- Section 7.** In addition to those organizations explicitly enjoying ex-officio non-voting status under Article VI, Section 2 of the Articles of Incorporation (Restated), that status is extended to the following organizations:

The Alaska Association of Municipal Attorneys
The Alaska Association of Municipal Clerks
The Alaska Municipal Management Association
The Alaska Government Finance Officers Association
The Alaska Association of Assessing Officers
Chair(s) of the AML Legislative Committee
Alaska representative on National Association of Counties Board
Alaska representative on National League of Cities Board

ARTICLE III

Officers and Delegates

- Section 1.** The President presides at all board meetings and at the annual business meeting, represents the Alaska Municipal League in all official capacities, and appoints committees, as provided in these bylaws. No president may be eligible to serve more than one (1) consecutive, full term.
- Section 2.** The First Vice-President chairs the Resolutions Committee and performs the duties of the President in the President's absence. The First Vice-President shall fill a vacancy in the office of President for the unexpired term. That succession shall not prohibit service for the subsequent full term as President.
- Section 3.** The Second Vice-President shall perform the functions of Secretary/Treasurer to the board and shall chair the Finance Committee. A vacancy in the office of First Vice-President shall be filled by succession of the Second Vice-President to that office.

Section 4. A vacancy in the office of Second Vice-President or a delegate to a regional or national organization shall be filled by appointment by the President, subject to the approval of the Board of Directors. The appointee shall serve until the next annual meeting.

ARTICLE IV

Committees

Section 1. The President shall appoint all special and standing committees, with the exception of the Resolutions committee, which shall be appointed by the First Vice-President. The President and Executive Director shall serve as non-voting, ex-officio members of all committees.

Section 2. There shall be a standing Legislative Committee with at least one representative from each director district to deal with the policy statement and the legislative priorities. The composition, organization and duties of the committee shall be established by resolution of the Board of Directors. However, to be appointed to the Legislative Committee, the candidate must first provide a written commitment of financial support, as may be required by the Board of Directors.

Section 3. The President shall appoint a Nominations and Credentials Committee each year, prior to the annual meeting. The First Vice-President shall appoint a resolutions committee each year, prior to the annual meeting.

A. The Nominations and Credentials Committee shall consist of not more than five (5) delegates, at least one of whom shall be a Past President. The committee shall review nominations for each expired or vacant office to determine the qualifications of each nominee for the office for which nominated. The committee shall prepare a slate of candidates consisting of all nominees who meet the qualifications for the office for which the committee shall attempt to obtain sufficient additional qualified nominees to provide a slate of candidates with at least two nominees per office; provided only one nominee need be provided for the office of director of a district that is a single municipality district. Nominees must have a written commitment of financial support from their municipality to qualify as a candidate for office. The Board of Directors may prescribe the type and extent of commitment required. The committee's slate of candidates shall be presented to the

President prior to the annual meeting for balloting by the member municipalities voting at the business meeting.

- B.** The Resolutions Committee shall consist of eight (8) elected or appointed municipal officials. Each policy statement and resolution accepted by the committee shall be presented at the annual meeting for ratification by a majority vote of the member municipalities voting at the business meeting.

Section 4. The President may appoint an Articles and Bylaws Committee. The committee shall consist of not more than five (5) members appointed at large, so as to provide for statewide representation. The committee shall review the Articles of Incorporation and Bylaws at the direction of the President and submit its recommended amendments to the Board of Directors at least ninety (90) days prior to the annual meeting.

Section 5. No committee may create financial liability unless approved by the Board of Directors.

ARTICLE V

Executive Director

Section 1. The Executive Director shall be employed by the Board of Directors and shall serve at the pleasure of said board. The Board shall establish the salary and qualifications of the office. The Executive Director shall serve as manager and be in charge of the League office, shall have custody of, and be responsible for, all records, papers, and documents of the League, serve as a non-voting, ex-officio member of all committees, serve notice of meetings, and keep an accurate record of all proceedings of League activities at the annual meeting. The Executive Director may fill other League positions, as established by the Board.

ARTICLE VI

Annual and Special Meetings of the League

Section 1. The Executive Director shall mail to the official address of each member municipality, a sixty (60) day notice of the time and place of the annual meeting.

Section 2. A quorum for the annual meeting shall be established at the opening session. A simple majority of the member municipalities which have

registered by the beginning of the Opening Session shall constitute a quorum for the annual meeting.

Section 3. There shall be no limit upon the number of delegates to be sent by any member municipality to the meeting of the League. All delegates may be heard in debate. Questions shall be decided by voice vote, unless any member municipality shall require a roll call vote. When a roll call vote is taken, each member municipality is entitled to only one (1) vote. Each delegation shall select one of its registered delegates as chairman to express or record its vote. Any delegate attending a meeting may vote. No member may vote by proxy.

Section 4. The order of business at the business session of the annual meeting shall be:

1. Roll Call
2. Reading of the minutes of the last meeting (a motion may be accepted to waive the reading of the minutes)
3. Annual report of the President
4. Annual report of the Executive Director
5. Reports of committees
6. Unfinished business
7. New business
8. Election of officers and board of directors

Section 5. Nominations for officers, directors and delegates to regional and national organizations shall be made by a nomination and credentials committee of five (5) elected municipal officials of member chosen by the President by the end of the first day of the annual conference. Elections shall be on the last day of the session. The President, Vice-Presidents and Immediate Past Presidents shall be chosen from different director districts as those districts are set out in the bylaws.

Section 6. Unless inconsistent with these Bylaws or with the Articles of Incorporation, all questions of parliamentary procedure shall be decided according to Roberts' Rules of Order.

Section 7. Special meetings of the League may be called by the President or the majority of the Board of Directors at any given time by giving notice to the city clerk of each member municipality at least fifteen (15) days prior to the date of the meeting. The notice shall state the purpose of the meeting.

ARTICLE VII

Finances

- Section 1.** The fiscal year of the League shall be from July 1 to June 30.
- Section 2.** The Executive Director shall prepare and submit to the Board of Directors for approval, an annual budget at least two (2) weeks prior to the last regular meeting of the board, prior to the current fiscal year. The Executive Director shall collect and disburse all monies of the League, keep its accounts which shall at all times be open to the inspection of the Board of Directors. The Executive Director shall have the authority to sign all checks, drafts, notes, warrants, and all orders for the payment of money, consistent with the approved budget.
- Section 3.** There shall be an annual audit, conducted by an independent firm engaged by the Board.

ANNEX 1.

Director – District 1

City of Angoon	City of Coffman Cove	City of Craig
Haines Borough	City of Gustavus	City of Hoonah
City of Hydaburg	City of Kake	City of Kasaan
City of Ketchikan	Ketchikan Gateway Borough	City of Klawock
City of Kupreanof	Metlakatla Indian Association	City of Pelican
City of Petersburg	City of Port Alexander	City of Saxman
City & Borough of Sitka	Municipality of Skagway	City of Thorne Bay
City of Tenakee Springs	City & Borough of Wrangell	
	City & Borough of Yakutat	

Director – District 2

City & Borough of Juneau

Director – District 3

City of Homer	City of Kachemak	City of Kenai
Kenai Peninsula Borough	City of Seldovia	City of Seward
City of Soldotna		

Director – District 4

City of Houston	Matanuska-Susitna Borough	City of Palmer
City of Wasilla		

Director – District 5

Municipality of Anchorage

Director – District 6

City of Anderson
City of Eagle
City of Valdez

City of Delta Junction
City of Nenana
City of Whittier

Denali Borough
City of Cordova

Director – District 7

City of Fairbanks

Fairbanks North Star Borough

City of North Pole

Director – District 8

City of Alakanuk
City of Anaktuvuk Pass
City of Brevig Mission
City of Diomede
City of Gambell
City of Kaktovik
City of Kobuk
City of Koyuk
North Slope Borough
City of Point Hope
City of Scammon Bay
City of Nunam Iqua
City of Stebbins
City of Wainwright
City of White Mountain

City of Ambler
City of Barrow
City of Chevak
City of Elim
City of Golovin
City of Kiana
City of Kotlik
City of Nome
Northwest Arctic Borough
City of St. Michael
City of Selawik
City of Shishmaref
City of Teller
City of Wales

City of Atkasuk
City of Buckland
City of Deering
City of Emmonak
City of Hooper Bay
City of Kivalina
City of Kotzebue
City of Noorvik
City of Nuiqsut
City of Savoonga
City of Shaktoolik
City of Shungnak
City of Unalakleet

Director – District 9

City of Allakaket
City of Bethel
City of Chuathbaluk
City of Galena
City of Holy Cross
City of Kaltag
City of Lower Kalskag
City of Mekoryuk
City of Napaskiak
City of Nulato
City of Platinum
City of Russian Mission
City of Tanana
City of Upper Kalskag

City of Aniak
City of Bettles
City of Eek
City of Goodnews Bay
City of Hughes
City of Koyukuk
City of Marshall
City of Mountain Village
City of Nightmute
City of Nunapitchuk
City of Quinhagak
City of St. Mary's
City of Toksook Bay

City of Anvik
City of Chefornak
City of Fort Yukon
City of Grayling
City of Huslia
City of Kwethluk
City of McGrath
City of Napakiak
City of Nikolai
City of Pilot Station
City of Ruby
City of Shageluk

Director – District 10

City of Adak
City of Aleknagik

City of Akutan
Aleutians East Borough

City of Akhiok
City of Atka

Bristol Bay Borough
City of Cold Bay
City of Ekwok
Kodiak Island Borough
Lake & Peninsula Borough
City of New Stuyahok
City of Ouzinkie
City of Port Lions
City of Unalaska

City of Chignik
City of Dillingham
City of False Pass
City of Kodiak
City of Manokotak
City of Nondalton
City of Pilot Point
City of Sand Point

City of Clark's Point
City of Egegik
City of King Cove
City of Larsen Bay
City of Newhalen
City of Old Harbor
City of Port Heiden
City of Togiak